

**PAPERWORK REQUIRED FOR THE FOLLOWING TRANSACTION:**

***TRANSFER OR ISSUANCE OF STOCK***

- A. Form 983.
- B. Five (5) Page Application.
- C. Tax Affidavit (ALL State and Local Taxes must be paid).
- D. Vote of the Board of Directors authorizing said changes.
- E. Must Advertise Ten (10) Days before the License Commission Meeting. (This office will place the legal notice; applicant is responsible for reimbursing this office).
- F. Documents verifying sources of financing, (i.e., Loan Papers, Checking Accounts, Bank Accounts, Stock Sale, etc).
- G. Purchase and Sales Agreement.
- H. Application MUST be filed in Duplicate.
- I. A \$ 200.00 Filing Fee in a Check or Money Order made payable to the A.B.C.C.
- J. A \$ 200.00 Filing Fee in a Check or Money Order made payable to the City of Chicopee.